

<h1 style="text-align: center;">横須賀基地空席広報</h1> <h2 style="text-align: center;">VACANCY ANNOUNCEMENT</h2>		広報番号： Announcement No.	NEX-609-09
		募集締切日： Closing Date	2 Sep 09
		発行日： Date of Issue	20 Aug 09
1.職種名 Job title (等級 Grade <u>6</u>／語学等級 LAD <u>1</u>) <div style="text-align: center;">Vehicle Driver – Heavy #2141</div> <div style="text-align: center;">重車両運転手</div> <div> <input type="checkbox"/> 事務系 (Administrative) <input checked="" type="checkbox"/> 技能系 (Blue Collar Trade) </div>		募集人数 No. of Recruitment <div style="text-align: center;">1 名</div>	4.募集範囲 Area of Consideration <input checked="" type="checkbox"/> 現 MLC/IHA 従業員 (部隊内) Current MLC/IHA Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance <input type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide <input type="checkbox"/> 外部 Off Base Applicant
2.部隊 Activity Navy Exchange, Yokosuka Distribution Center, Transportation Department 勤務場所 Working Place 横須賀市泊町 Tomari-cho, Yokosuka		5.雇用の種類 Type of Employment <div> <input checked="" type="checkbox"/> IHA <input type="checkbox"/> HPT </div> <div> <input checked="" type="checkbox"/> 常用 Permanent <input type="checkbox"/> 限定 Limited Term (__ ヵ月 Months) </div>	
3.勤務時間 Work Schedule (週 40 時間制 hrww) 勤務日 Work Days Mon - Fri 勤務時間 Work Hours 0630 - 1515 休憩 Recess Period 45 minutes a day <input checked="" type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input type="checkbox"/> 出張 Business Travel			
6.職務内容 Duties: Operates heavy automotive vehicles such as trucks and semi-trailers 4-ton or more but less than 10-ton capacity, to transport products/merchandise to Navy Exchange Warehouses and stores. Assists warehouseman by participating in such manual labor work as involved in loading, unloading, carrying, and stacking of supplies. Performs other related or incidental duties as assigned.			
7.資格要件／身体条件 Qualification / Physical Requirements a. 1 year of specialized experience in the related work at 2-5 level. b. Must have GOJ driver's license (Large Vehicle and Large sized special purposes vehicle). c. Skills in operating a large vehicle, a large sized special purpose vehicle. d. Ability to lift/carry and load/unload cargo such as food products/merchandise that with up to 30 kgs and occasionally over 30kgs. e. Ability to perform minor maintenance such as replenishing fuel, oil, grease, water, and battery fluid. f. Ability to speak, read and write English at elementary proficiency level. (LAD-1) *A handicapped applicant may be accepted, depending on the degree and kind of disability.			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input checked="" type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input type="checkbox"/> 上級 Advanced <input type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : N/A		免許証／修了証 License/Certificate Required : N/A	

8.提出するもの Application and Associated Documents	職務状況 Working Condition
* <input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement (HROY Form 1) http://hro.cnfj.navy.mil * <input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience (HROY From) http://hro.cnfj.navy.mil * の記入は *Complete in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらも Either <input checked="" type="checkbox"/> 運転免許証の写し Copy of Driver's License(Large Vehicle and Large sized special purposes vehicle) <div style="text-align: center;">大型自動車運転免許証および大型特殊自動車運転免許証</div> <input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and an 80-yen stamp (MPS is unacceptable.) <input checked="" type="checkbox"/> 日本国籍以外の方は、外国人登録証及びパスポート/査証のコピー For non-Japanese citizen applicant, copy of Alien Registration and Passport/Visa Copy	

9. 応募書類提出先 Office to Submit

内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違いの無い様、郵送/提出して下さい。募集締切日必着。（HRO 日本人雇用課ゲート事務所カウンター下の応募用紙提出箱へは午前0600時より、午後1800時まで提出可能です。） Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement. (Application Drop Box under the HRO Gate Office counter is accessible from 0600 to 1800 at night.):

(注意) 上記項目4番の“募集範囲”が現 MLC/IHA 従業員のみの場合、外部(非従業員)からの応募書類は無効となりますのでご注意ください。 When item #4, “Area of Consideration” above shows “Current MLC/IHA employees” only, Off Base applicants will be rated ineligible.

1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to:

〒238-0001 神奈川県横須賀市泊町1番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22
米海軍横須賀基地日本人雇用課 (N132) COMNAVFJORJAPAN, Human Resources Office (HRO) Yokosuka
内線/Extension 243-8152 JN Employment Division (N132)

2. 外部（非従業員）提出先 Off Base Applicants must submit to:

〒238-0011 神奈川県横須賀市米が浜通1-6 村瀬ビル4階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka
(独) 駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA
管理第一係 Management Section

電話番号 Phone 046-828-6959

受付時間：月曜- 金曜、0830-1730（日本の祭日を除く） Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays)

*雇用条件等のご質問はこちらにお問い合わせ下さい。 Please contact LMO/IAA for questions on conditions of employment.

事務処理欄 For Official Use

募集部隊担当者 Activity POC : NEX HR Office

軍電 (DSN) 243-5149

PD No.: NEX-TR-006

PD is accurate and current. Certified by Activity: mk 07/18/09

HRO: (rcvd 8/19) kw 8/19

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be processed.

提出された応募書類はお返ししません。Submitted applications will not be returned.

勤務場所・勤務時間・休日などは、業務の都合で変更になる可能性があります。